

US-VISIT Privacy Principles

1. Responsibility and Accountability	All US-VISIT personnel and users are responsible and accountable for treating personal information in accordance with these principles. The US-VISIT Privacy Officer is ultimately responsible and accountable for compliance with these principles, including the safeguarding of personal information.
2. Privacy Awareness and Training	US-VISIT personnel and contractors will be appropriately educated and trained regarding the proper treatment of personal information.
3. Openness and Redress	US-VISIT will make its privacy policy and practices readily available to individuals and provide a complaint and redress process.
4. Identifying Purpose	The purposes for which personal information is collected will be identified by US-VISIT at or before the time of collection.
5. Informed Consent	Individuals will be informed of and allow the collection, use, and disclosure of their personal information.
6. Limiting Collection, Use, Disclosure, and Retention	The collection, use, disclosure, and retention of personal information will be limited to that which is necessary for the stated purposes of US-VISIT.
7. Strict Confidentiality	Personal information will only be disclosed to authorized individuals with a legitimate need to know, and only for uses that are consistent with the stated purposes for which the information was collected.
8. Data Integrity	US-VISIT will maintain the accuracy, completeness, and currency of personal information at levels necessary for the stated purposes of US-VISIT.
9. Individual Access	Upon request, individuals will have their records accessed, reviewed, and corrected, as needed, to ensure accuracy and completeness.
10. Security	Personal information will be protected by administrative, technical, and physical safeguards appropriate to the sensitivity of the information.